

MINUTES OF THE MEETING OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE

Naples, Florida, October 2, 2013

LET IT BE REMEMBERED, the Collier County Development Services Advisory Committee in and for the County of Collier, having conducted business herein, met on this date at 3:00 P.M. in REGULAR SESSION at the Collier County Growth Management Division Building, Conference Room #609/610, 2800 N. Horseshoe Drive, Naples, Florida, with the following members present:

Chairman: William J. Varian
Vice Chairman: David Dunnivant
James E. Boughton
Clay Brooker
Dalas Disney
Blair Foley
Chris Mitchell
Robert Mulhere
Mario Valle
Stan Chrzanowski
Norman Gentry
Ron Waldrop
Laura Spurgeon DeJohn
Marco Espinar

Absent: Eleanor Taft

ALSO PRESENT: Nick Casalanguida, Administrator, Growth Management Division
Jamie French, Director, Operations & Regulatory Management
Judy Puig, Operations Analyst, Staff Liaison
Jay Ahmad, Director, Transportation Engineering
Reed Jarvi, Manager, Transportation Planning
Nathan Beals, Project Manager, Public Utilities
Jeff Wright, Director, Code Enforcement
Robert Wiley, Floodplain Management Planning

- I. Call to Order - Chairman**
Chairman Varian called the meeting to order at 3:05pm
- II. Approval of Agenda**
Mr. Foley moved to approve the Agenda. Second by Mr. Valle. Carried unanimously 13 - 0.
- III. Approval of Minutes from September 4, 2013 Meeting**
Mr. Disney moved to approve the minutes of the September 4, 2013 meeting as presented. Second by Mr. Foley. Carried unanimously 13 - 0.
- IV. Public Speakers**
None
- V. Staff Announcements/Updates**
- A. Code Enforcement Department update – [Jeff Wright]**
Mr. Wright provided the report “*Collier County Code Enforcement Department Blight Prevention Program - Cumulative Code Enforcement statistics - 11/2008 – 9/22/2013*” for information purposes.
- B. Public Utilities Division update – [Nathan Beals or Tom Chmelik]**
Mr. Beals reported there were no updates however has an item on the Agenda for consideration of revisions to the Utilities Standards (Item VI.B)
- VI. New Business (this item was heard after item V.B)**
- B. Review & approve the updates to the Utilities Standards Manual [Nathan Beals]**
Mr. Beals provided the “*Collier County Utilities Standards Manual – Table of Revisions – Collier County Public Utilities and Planning and Project Management Department*” as of 09/20/13” for consideration.
Mr. Beals reported the Utilities Subcommittee has reviewed the proposed changes and approved forwarding them onto the Board of County Commissioners for approval.

Mr. Mitchell reported he is a member of the Subcommittee and the changes are primarily “housekeeping.”

Mr. Foley moved to recommend the Board of County Commissioners approve the “Collier County Utilities Standards Manual – Table of Revisions as of 09/20/13.” Second by Mr. Mitchell. Carried unanimously 13 – 0.
- V. Staff Announcements/Updates (continued)**
- C. Growth Management Division/Transportation Engineering and/or Planning – [Jay Ahmad and/or Reed Jarvi]**
Reed Jarvi and Jay Ahmad reported:
- White Blvd. Bridge – completed.
 - Davis Boulevard/Collier Boulevard Improvement Project – anticipated to be completed ahead of schedule in the late fall of 2013.

- US41/Collier Blvd. Intersection – Staff will recommend the BCC approves award of a \$19M bid package.
- US41 Collier Blvd. to Greenway Rd. improvements – Bid package to be released in October/November for improvement to 6 lane travelled way.
- Pine Ridge Road/US 41 intersection westbound – proposed lane realignment and drainage improvements.
- Randall Blvd. and Immokalee Rd. improvements –permitting, design and engineering underway.
- Staff continues to review the criteria for developers who propose to transfer control of road and drainage infrastructure to the County.
- Requested members to notify Staff of any proposed sidewalk improvements.

Ms. DeJohn arrived at 3:30pm

D. Fire Review update – [Ed Riley]

The Committee reviewed the documents “*Office of the Fire Code Official – Summary of Plan Review Activity – August - 13*” and “*Fire Plan Review – Time Frame Summary – August – 13.*”

E. Growth Management Division/Planning & Regulation update – [Jamie French]

Jamie French submitted the “*September 2013 Monthly Statistics*” which outlined the building plan review activities. The following was highlighted during his report:

CDPlus compromised

The CDPlus platform was infiltrated by an outside party requiring shut down of the system for security purposes as it provided an avenue for unauthorized access into the County Server. CDPlus was available to the public as a convenience to research permits issued prior to 2010 online. The costs associated with re-launching the application in a secure format is estimated at \$200k to \$400k.

He queried if the Committee recommends expending the monies from Fund 113 to remedy the issue and make the system available to the public. There is no statutory requirement to make the information available on line and all information remains available by contacting the County via email, telephone or “walk in.” The database may be made available to parties such as NABOR (Naples Area Board of Realtors) if requested.

Committee discussion occurred noting it would not be a prudent expense of funds to reestablish the convenience given the information is available to the public in other formats.

Mr. Valle reported he will contact representatives of NABOR and convey the County’s position and notify them the database may be made available to them.

Staff Changes

Mr. French reported on the following Staff changes:

Jason Regula – returned to IT Department
Mike Dumais – GIS Applications Analysis
Laura Gibson – Sr. Environmental Specialist
Matt Mclean – Principal Project Manager

Chris Scott - Sr. Planner
Dan Smith - Planner

LDC Amendment 2014 Prioritization List

Mr. French reported the list has been developed and will be reviewed by the Board of County Commissioners at their October 10, 2013 meeting.

Fire Review

Mr. French and Mr. Casalanguida provided a copy of a letter sent to Ed Riley, Fire Code Official dated September 30, 2013 notifying him the Growth Management Division will no longer handle the collection and disbursement of fire plans review and inspections fees for the independent fire districts. He noted the Division will continue to work with the Fire Code Office to evaluate opportunities to improve value, safety and efficiency as directed by the BCC, the East Naples Fire Commission and North Naples Fire Commission.

The Committee discussed the ramifications of the changes noting the goal of the building industry is to have an efficient, consistent process for review/issuance of permits and related inspections no matter what format is chosen.

Mr. Foley left at 4:00pm

VI. New Business (Continued)

A. ROW permit review & Inspection dept., staff level, expected review goals, average # of inspections a day [Bill Varian]

Reed Jarvi reported the Department has a goal of completing all reviews within 30 days of receipt of an application. The ROW Department oversees applications such as access for single family units, access for commercial and multi family development, signage installation/maintenance, etc.

VII. Old Business

A. Update on Architectural and Site Design Ad Hoc Committee [Mike Bosi]

Mr. Bosi reported the BCC appointed the following persons as members of the Architectural and Site Design Ad Hoc Committee: *Dalas Disney, AIA; James Boughton, AIA; Rocco Costa, AIA; Kathy Curatolo, CBIA; Bradley Schiffer, AIA; Dominic Amico, PE; Ron Waldrop, PE.*

It is anticipated the first Committee meeting will be held in November 2013.

B. Presentation of the Current version of the proposed 2010 compliant FBC Compliant Flood Damage Prevention Ordinance [Bill Lorenz]

Mr. Casalanguida and Mr. Wiley provided the document “*Compilation Document for Ordinances 2011-06, 2012-07, 2012-24, 2013-28*” and “*Draft 2010 FBC Compliant FDPO (9-11-13)*” for information purposes. They noted:

- The Draft Ordinance is comprised of the State Model Ordinance with additional Collier County specific language additions.

- All requirements in the Draft Ordinance are currently imposed upon the County through other County, State and/or Federal regulations.
- They requested the Committee to review the Draft Ordinance and provide comments as necessary.
- The Draft Ordinance will be scheduled for review by the Committee at their November or December regular meeting.

The Committee discussed the Ordinance including the definition of development and requirement of permits for agricultural uses.

Mr. Boughton left at 4:45pm

VIII. Committee Member Comments

A. Discuss moving the January meeting to the 8th due to the Holiday.

The Committee determined to hold the regular scheduled January 2014 meeting on January 8, 2014.

B. Discuss committee member expirations and to reapply if interested

Ms. Puig reported the following members terms expire in December of 2013 - *Chris Mitchell, James Boughton, Stan Chrzanowski and Clay Brooker*. The County will be advertising the positions and a recommendation to the BCC is anticipated to be heard at the November/December DSAC meeting.

It is anticipated appointments to the Committee will be heard by the BCC at their December meeting.

IX. Adjourn

Next Meeting Dates

November 6, 2013 GMD Conference Room 610 - 3:00 pm

December 4, 2013 GMD Conference Room 610 – 3:00 pm

January 8, 2014 GMD Conference Room 610 – 3:00 pm

February 5, 2014 GMD Conference Room 610 – 3:00 pm


March 5, 2014 GMD Conference Room 610 – 3:00 pm

April 2, 2014 GMD Conference Room 610 – 3:00 pm

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 5:15 PM.

**COLLIER COUNTY DEVELOPMENT
SERVICES ADVISORY COMMITTEE**

October 2, 2013


Chairman, William Varian

These Minutes ~~were~~ approved by the Board/Chairman on 11/6/13,
as presented ~~X~~, or as amended _____.